

**REQUEST FOR  
MODIFICATION / ALTERNATE MATERIALS  
DESIGN OR METHOD OF CONSTRUCTION**



Date: \_\_\_\_\_

Project Name: \_\_\_\_\_ DS # \_\_\_\_\_

Project Address: \_\_\_\_\_

Applicant (print): \_\_\_\_\_

Applicant Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Applicant's Relationship to Project: \_\_\_\_\_

Applicant's Email Address: \_\_\_\_\_

Applicant Phone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

***Attach Request with AT LEAST the following information:***

- 1) Specify the code, code section and the prescriptive requirements related to this request.
- 2) State special individual reasons why conformance with prescriptive requirements is impractical.
- 3) Describe the proposed modification or alternative.
- 4) Explain how the proposed modification or alternative is equivalent to the prescriptive requirements of the code and how it will not lessen health, accessibility, life and fire safety, or structural code requirements. Describe how is it at least the equivalent of that prescribed in the technical codes for quality, strength, effectiveness, fire resistance, durability and safety.
- 5) Attach supporting documents, tests results, research reports, etc.

\_\_\_\_\_  
*Applicant Signature*

\_\_\_\_\_  
*Applicant Title*

***For Official Use Only:***

- ☐ APPROVED
- ☐ APPROVED WITH STIPULATIONS
- ☐ DENIED
- ☐ MOD. NO. \_\_\_\_\_

- ☐ RESIDENTIAL REQUEST - \$197
- ☐ COMMERCIAL REQUEST - \$393
- ☐ PAID

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Building Official*